

MEMORANDUM FOR: Deputy Director for Support

ATTENTION : Special Planning Assistant to the Deputy Director
for Support

SUBJECT : Unclassified Training Program for Provisionally
Cleared NPIC Applicants

1. Further reference is made to our recent discussion concerning reactivation of the Unclassified Training Program at NPIC starting 4 April 1966. I am proposing that the Center be authorized to enter up to fifteen professional applicants per month into this program.

2. It should be conducted in a somewhat similar manner to the one presented during the period March - May 1963. To summarize the previous program, I have listed the courses that were taught and the approximate duration of each. This listing may assist your office in serving as a guide to planning the future program.

- a. Administration and Testing - 1 full day session
- b. Orientation - 1 full day session
- c. International Communism and International Relations -
17 half day sessions
- d. Effective Writing - 12 half day sessions
- e. Effective Speaking - 8 half day sessions
- f. Geography of the USSR and Associated Maps - 22 full
day sessions
- g. Photo Interpretation (consisting of Photo Techniques -
10 half day sessions; Research Techniques and Automatic
Data Processing - 10 half day sessions; Photogrammetry -
2 half day sessions)

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3. Also, it should be noted that some additional sessions were held during the program such as "free reading" or "independent work" type of sessions determined primarily by the needs of the subject and the desires of that particular instructor.

4. The NPIC Training Branch will lend whatever administrative support is required by the Office of Training (Tutorial) Staff. This program should be planned to last at least three months and possibly four. However, if our recruitment program is a success and there is a substantial increase in the number of positions authorized the Center, I will recommend a continuation of the program.

5. In the selection of personnel for the Unclassified Training Program, the following standards are taken into consideration:

a. The date the individual is available, based on such factors as graduation date or release from military service.

b. The urgency of the applicant's need for employment.

c. Existing vacancies and the skills which the applicant offers. In many critical skills, applicants may have four or five employment offers and in these cases it is usually a matter of offering immediate employment (EOD) or losing the applicant.

d. The applicant's physical location and marital status, i.e. a married person with a family living on the East Coast would not be hesitant in relocating to Washington prior to the issuance of a full security clearance, whereas a married person residing on the West Coast would not be as receptive to accepting provisional employment.

6. The names of the first fifteen professional applicants which NPIC will request a provisional clearance for will be furnished your office in the very near future.

STATINTL

Assistant for Administration
National Photographic Interpretation Center